



## 2024 Camp Liberty Information Packet

Parents and Guardians,

Thank you for your interest in sending your child to the Lake Cumberland Wildlife Refuge's summer day camp, Camp Liberty. We love sharing our resources and passion for animals and nature with our local community! Our camp will include education sessions, crafts, games, and field exercises, and will include lunches and an afternoon snack. We are preparing for another fantastic camp week this summer but have a few things to share with you and your child before you arrive.

Enclosed in this packet is our general camp information, behavioral and medical protocols, medical release forms, and permission forms. Read through the packet and discuss the details with your camper BEFORE they come to camp. We ask that you fill out the information thoroughly so we can be aware of any situations that your child may need extra help or understanding in.

Once completed, please mail or drop off the forms prior to June 1<sup>st</sup> at:

Lake Cumberland Wildlife Refuge  
Attn: Camp Liberty  
943 Bridge Hollow Rd  
Somerset, KY 42503

If you are unable to get the information to us by June 1<sup>st</sup>, please call to let us know of any medical needs your camper has prior to our camp week and bring the paperwork to Camp Liberty with your child. We must have this paperwork before your child can participate in the camp sessions. If you have any questions or concerns, please feel free to reach out to me at the information listed below. **Please fill out one packet for each child attending camp.**

Thank you,

Kimmi Sparkman  
Executive Director

Office #: 606-679-9453

Email: [director@libertynaturecenter.org](mailto:director@libertynaturecenter.org)

## General Information

### Payment and Registration

Camp Liberty costs \$100 per camper. If you have multiple children who can attend, the cost is \$75 for the second camper and \$50 for the third. If at all possible, please have all of the registration paperwork completed and returned to our facility by June 1<sup>st</sup>. The payment is not required until drop-off on Monday, June 10<sup>th</sup>. We will also need a copy of the camper's insurance card and information. This can be sent in with registration or brought with the payment.

### Dates and Times

The 2024 Camp Liberty day camp will be held June 10<sup>th</sup> through the 14<sup>th</sup>, from 8am until 2pm. Drop off will begin at 7:30am each morning and campers must be picked up by 2:30 that afternoon. Friday day camp will end at 1:30pm, with a family event taking place immediately after. More information can be found under Parent/Guardian Day.

If campers are left past 2:30pm, we will charge a \$10 fee for extended care. Due to the nature and scope of LCWR work, most of the staff will have obligations to be places not long after the end of camp each day. Please do your best to arrange to pick up your camper by 2:00. If a special circumstance arises, please notify camp staff as soon as possible.

### Attire

Dress attire for the camp will be casual. Please keep in mind that Camp Liberty will run in all weather conditions (rain or shine), so dress accordingly. Athletic shoes are preferred, and since a lot of walking will occur over our campus, we request NO FLIP FLOPS or slip on shoes. Children should be able to run without their shoes coming off.

### Day Packs

We advise that you send your child with what we consider a Day Pack. This pack should include any medicine, medical supplies (Inhalers, etc.), specialized diet requirements, snacks, sunscreen, bug spray, or anything else you deem necessary to your camp during their time at Camp Liberty. The Day Packs will be labeled and accessible to your child whenever they are needed. They will be sent home each afternoon with the campers.

## Food and Drinks

Lunch is provided through the local school system for the campers. After the first day, if your child does not like the food provided you may pack a lunch for them. We will also provide afternoon snacks and water bottles, with more water available throughout the day to ensure proper hydration.

## In Case of Emergency

In the event of an emergency at camp, you will be contacted immediately. Please provide multiple numbers to contact so that we are sure to reach someone you approve of if we cannot get hold of you. If you need to reach your child, you can call our main office at 606-679-9453.

## Medical Protocol

When working in the heat and outdoors, injuries and illness are sure to occur at some point or another. The LCWR Director is trained in First Aid, CPR, and the use of AEDs and will remain on campus during Camp Liberty hours. The following protocol is in place for injuries and illnesses that occur at camp:

1. The degree or severity will be determined. If the degree of the injury or illness is determined to need professional care, then professional care and the emergency contact provided for the camper will be contacted by staff immediately and further actions taken based on the advice of the emergency contact and professionals.
2. If the degree of the injury or illness is not in immediate need of professional care, senior staff will attend to the camper. The medical form will be consulted in this case for best treatment. If deemed necessary by senior staff, the emergency contact will be contacted.
3. A form will be filled out and kept with camper records in the event of any medical incident. When the child is picked up, this form will need to be signed by the guardian and a copy will be sent home.

## Behavioral Protocol

Although we like to have fun, we also like to maintain a safe and positive learning environment. Campers will be expected to be on their best behavior. This includes:

- Listening to instructors and team leaders
- Refraining from profanity
- Refraining from harassment or bullying of any kind (This will NOT be tolerated)
- Being respectful to the property and all persons at the camp

- Following all rules and guidelines set forth at camp

Warnings for minor offenses will be given up to three times the duration of camp. Major offenses will not be given a warning and will result in immediate consequences. Major offenses include significant disrespect of staff or peers, bullying or harassment, destruction of property, and possible other offenses. If a discipline issue occurs, the staff will bring the situation before the Director, who will address the issue.

In the unfortunate case of a major behavioral incident, a behavioral form will be filled out and held for discussion at the end of the day. The incident will then be discussed with the guardian at the time of parent-pick up. The form will need to be signed and kept for records. In the event of a second offense, expulsion from camp may occur.

It is our job as educators to facilitate a positive learning environment where your child feels comfortable. It is very important to us that the campers have fun and make friends in a safe way. Behavioral incidents inhibit this and therefore will not be tolerated.

If you have questions about our behavioral protocol, please contact us at any time.

### Parent/Guardian Day

On Friday at 1:30 pm we will conclude Camp Liberty with a camper graduation ceremony and a presentation of our Birds of Prey for all of those able to attend. The end of the presentation will mark the end of the day camp. We encourage parental support on this day but understand that not everyone will be able to attend. If you have a friend of the family who could attend in your place, we must know ahead of time if your child will be going home with them. ALL campers will graduate camp as long as they have had no major behavioral issues that resulted in expulsion.

### Gift Shop

The gift shop will be open Thursday from 1:30-2:00 and Friday from 2:00-3:30. Merchandise from Lake Cumberland Wildlife Refuge and the Liberty Nature Center can be purchased by adults at this time.

*We have a cap of 40 students for this camp week but will have a wait list available for any registration packets we receive after we reach our full capacity. We will call you if we receive your registration after that cap has been reached.*

Further questions can be answered by emailing [director@libertynaturecenter.org](mailto:director@libertynaturecenter.org)



## 2024 Camp Liberty General Information Form

Camper Name: \_\_\_\_\_

Camper Address: \_\_\_\_\_

Camper Phone #: (     ) \_\_\_\_\_ - \_\_\_\_\_

Camper Age: 5 6 7 8 9 10 11 12    Grade Camper is Entering: K 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> 4<sup>th</sup> 5<sup>th</sup> 6<sup>th</sup>

Camper T-Shirt Size:    Child: S M L XL    Adult: S M L

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Parent or Guardian Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Place of work: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Contact Phone Number (Please provide 3 contact names with numbers and relationships)

Name	Phone #	Relation to Camper
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Name of people eligible to pick your child up from camp: (Name must match Drivers License)

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# 2024 Camp Liberty – Health History Information

\_\_\_\_\_ / \_\_\_\_ / \_\_\_\_\_  
 Camper First Name                                      Last Name                                      Date of Birth

Please list all current medications:

Name of Medication	Dosage	Times Taken

Please check which over-the-counter medications can be administered to your child:

Tylenol     Ibuprofen     Cough Syrup     Decongestant     Antacid  
 Neosporin     Polysporin     Hydrocortisone     Other: \_\_\_\_\_

Please list any medicine that may NOT be administered to your child (information for emergency personnel):

Please include the Name, Phone Number, and Business Name for the following...

Camper’s Primary Care Physician:

Camper’s Dentist:

Other Specialist:

Senior Staff may apply bug spray to the above named child:    YES            NO

Senior Staff may apply sunscreen to the above named child:    YES            NO

Please identify ALL allergies:

Please list any disability accommodations needed for your child to participate in this program or activity:

Please describe in detail any further remarks or information we should know regarding medical protocol, the camper's health, or procedures:

While my child is attending Lake Cumberland Wildlife Refuge's Conservation camp, I HEREBY AUTHORIZE THE SENIOR STAFF, or in their absence or disability, any adult accompanying or assisting them, to act on my behalf for the best treatment of the child named in this form. By signing below I authorize treatment by the aforementioned adults and realize I will be contacted in any medical treatment. I waive all liability of the Lake Cumberland Wildlife Refuge, the Liberty Nature and Raptor Center, and all of their affiliates for treating my child to the best of their ability.

Signature of Parent or Guardian: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_



## 2024 Camp Liberty Permission Slip

Parents and Guardians:

By signing below, you agree that ALL material has been read and is understood. You verify that the forms completed with completed to the best of your knowledge and are true. You agree to all the guidelines set forth in this packet. Your signature also means that you have gone over the provided information with your camper, and they are in full understanding of the information.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name in Print: \_\_\_\_\_

Dear Camper:

By signing below, you are stating that you understand the guidelines for camp, are ready to follow the rules, and are ready for a fun filled week!

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name in Print: \_\_\_\_\_





## Media Permission Form

During Camp Liberty your child will be performing many hands-on tasks and be involved in LCWR activities. We photograph their experiences and often use them in promotional and educational materials. Do you give permission for your child to be photographed and/or videoed for the benefit of the Refuge?

\_\_\_\_\_ **Yes**, I give Lake Cumberland Wildlife Refuge permission to photograph or video my child during the 2024 Camp Liberty day camp.

\_\_\_\_\_ **No**, I do not give permission for photography or video of my child.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name in Print: \_\_\_\_\_

My Child's Name: \_\_\_\_\_